

**WELCOME TO THE LIBRARY**  
**LIBRARY RULES/PATRON GUIDELINES**

The Springfield Township Library welcomes and encourages the community to visit the library for both pleasure and business and to participate in its programs. To ensure that your visit is productive and pleasant for you and for other patrons, please observe the following guidelines:

1. There is no public eating or drinking in this building. All food and beverages are to be consumed outside the building. (Per CPF, securely covered drinks are OK in other areas besides computers)
2. Please use soft voices when talking to other patrons and library staff. Loud talking disturbs others. Please use courtesy when operating library equipment.
3. Rowdy and boisterous behavior is annoying to other patrons and a danger too. Running, shoving, and fighting are not acceptable behaviors.
4. Furniture and facilities should be used for their intended purposes.
5. Shoes and shirts must be worn in the building.
6. Soliciting, selling, and proselytizing are not permitted.
7. Guide dogs for the handicapped are permitted. All other pets are to remain outside the building.
8. The library is not responsible for personal belongings left unattended.
9. Smoking is not permitted in the building.
10. We ask patrons to exit the building promptly at closing time. Please make transportation arrangements prior to closing.